

**Kentucky Board of Home Inspectors
101 Sea Hero Road, Suite 100
Frankfort, Kentucky 40601-5405**

**Ray Sandbek, Chairman
Ralph J. Wirth, Vice Chairman**

**Board Meeting
September 20, 2005
10:00 am**

Minutes

Board Members Attending:

Floyd Van Cook
Jo Gawthrop
William David Bramble
Ralph J. Wirth

Ray Sandbek
Linda L. Swearingen
David Michael Green
William Joseph Welty, Sr.

Staff Attending:

Terry M. Slade, Director BCE
Tommy Barns, Deputy Executive Director
Mike Bennett, Staff Attorney

Rose Baker, Staff Assistant
Dawna King, Admin. Specialist III

Meeting Called to Order, Swearing-In of Board Member(s) & Election of Chairman & Vice Chairman

Mr. Van Cook, Executive Director of the Office of Housing, Buildings and Construction called the meeting to order. Rose Baker, Staff Assistant Swore-in Mr. William J. Welty Sr.

Mr. Van Cook called for a Ballot Election for Chairperson and Vice Chairperson. Ray Sandbek received four votes for Chairman, Mr. Van Cook received two votes and Ralph J. Wirth received two votes. Ballot Election was also held for Vice Chairman and Ralph J. Wirth received four votes, Jo Gawthrop received two votes and Mr. Van Cook received two votes. Meeting turned over to Mr. Sandbek.

Old Business

Mr. Sandbek went over minutes from previous meeting. William D. Bramble motioned to approve Minutes from previous meeting. Motion Seconded by Jo Gawthrop. All concurred, motion carried.

New Business

Adoption of application form. Discussed adoption of an Application form. Application forms from Ohio, Tennessee, Indiana, Illinois and Virginia, Indiana was submitted to be used as a template for the application for Kentucky Home Inspectors. Indian's was chosen to be used as a guideline for the Kentucky Home Inspectors Application.

Criteria for applicants were discussed. Standards for applying for Home Inspector License and grandfathering requirements were discussed. Mr. Green made a motion that the Board would accept grandfathering in regard to applicants and their experience. Motion seconded by Ralph Wirth. Seven members agreed and one member, Mr. Welty disagreed because applicant should have a core class or education as part of the grandfathering requirement. Motion carried.

Application fees were also discussed. Mr. Wirth made a motion that initial application fees should be \$250.00. Motion seconded by Mr. Van Cook. All concurred, motion carried. Mr. Cook made a motion that the renewal fee should be \$200.00. Jo Gawthrop seconded the motion. All concurred, motion carried. Mr. Green made a motion that applicants should be able to pay renewal fees on an annual basis. Mr. Cook seconded the motion. Seven members agreed and one member, Mr. Welty disagreed because he felt that applicants should pay the full fee for renewals at the time of the renewal. Motion carried.

Standards of practice. Mr. Green made a motion that applicants disclose which Standards of Practice they are under. Mr. Cook seconded. All concurred, motion carried. Standard Contracts: Mr. Cook made a motion that the Board come up with a Standard Contract. Mr. Wirth seconded the motion. All concurred, motion carried. Mr. Green also stated that NACHI should be one of the Standards of Practice to use.

Code of Ethics was discussed. Mr. Sandbek made a motion to utilize the draft of the Code of Ethics submitted by Mr. Cook. The Code of Ethics is to be completed and distributed at the next Board meeting. Mr. Cook seconded the motion. All concurred, motion carried. The Board Seal and Stamp was discussed. Inactive Status was discussed. Mr. Wirth made a motion that any applicant placed in inactive status must maintain the required Continued Education with \$150.00 fee to be placed in an inactive status. Mr. Welty seconded motion. All concurred, motion carried. Continuing Education was discussed. Mr. Bramble made a motion that twenty-eight (28) hours of Continuing Education would be the requirement for home inspector applicants. Jo Gawthrop seconded the motion. All concurred, motion carried.

Adjournment

Next meeting is scheduled for October 4, 2005 at 10:00 a.m. in the Conference Room at the Office of Housing, Buildings & Construction, 101 Sea Hero Road, Suite 100, Frankfort, Kentucky 40601-5405. Another meeting is scheduled for October 18, 2005 at 10:00 a.m. at the same location.